Tech pack template

For a project past the sketch stage. Print it, or fill it in and send it back.

Fill in what you know and leave the rest. Every blank line has an answer we can propose; the fields marked in red are the four that hold projects up, so they are worth a moment even if the answer is "you decide".

PROJECT

Brand / company .....

Project name .....

Contact and email .....

Target launch (month is enough) .....

Quantity per design .....

THE PIECE

Category (earring / necklace / bracelet / ring / chain / charm / anklet / waist chain / set) .....

Form (stud, hoop, drop, pendant, bangle, cuff …) .....

Overall length or diameter …… mm .....

Width …… mm .....

Thickness or wire gauge …… mm .....

Weight target, if any …… g .....

⚠ Two dimensions are usually needed. A chain quoted by width alone is not specified: the wire gauge decides what it costs and what it holds.

MATERIAL

Base alloy (316L unless stated) .....

Any part in a different material, and which part .....

Stones or beads: type, size, setting method .....

Anything your own buyer requires on material (attach their document) .....

FINISH

Color name .....

Color reference: physical sample / Pantone / sealed standard. ⚠ A screenshot is not a color reference; screens disagree with each other.

Process (PVD, plating, polish, brush, sandblast) .....

Target coating thickness, if specified …… µm .....

Where thickness is to be measured (outer face, inside a link, …) .....

FINDINGS AND CLOSURES

Post / wire type and gauge .....

Back or butterfly type .....

Clasp type, and whether fitted or supplied loose .....

Jump ring gauge and whether soldered or open .....

Extender chain length …… mm .....

How it should feel to put on and take off (plain words are enough) .....

TOLERANCES

Critical dimension 1, and its tolerance …… ± …… mm

Critical dimension 2, and its tolerance …… ± …… mm

Anything that must match across a set

☐ Use Kalen's standard tolerance set and send it to me to approve

⚠ You can leave this blank and approve our standard set instead. A tolerance that is simply assumed is what causes disputes at inspection.

CONSTRUCTION

How parts join: soldered, welded, riveted, hinged or set

Anything that must be removable or adjustable

☐ Leave to DFM review

PACKAGING

Polybag / card / box / pouch

Hang tag and artwork (attach separately)

Barcode or SKU label requirement

Cartonization or per-unit packing requirement

COMPLIANCE

Markets the product will be sold in

Testing your buyer imposes (attach their requirement document)

Any age-group or children's-product requirement

Documentation you need with the shipment

REFERENCES ATTACHED

Sketch / CAD / drawing: file names

Photographs: file names

Physical samples being posted ☐ yes ☐ no

⚠ Do not attach a competitor's product photograph as the design. A photograph used as a reference for proportion or finish is normal and useful; we cannot make a copy of one.

DRAWING FRAMES

Front, side and any detail that matters. A phone photograph of a pencil sketch in these frames is a perfectly good drawing.

FRONT

SIDE

DETAIL: FINDINGS OR CLOSURE

DETAIL: YOUR CHOICE